

Sacramento Quarterly Safety Committee Meeting Summary
Thursday, June 5, 2003 at 1:30 PM
1001 I Street, Conference Room 550

Those who attended:

Katherine Akins, Ed Virgin, Cindy Castronovo, Doug Thompson, NancyJo Patterson, Brent Takemoto, Martha Ann Blackman, Terri Peterson, Rachel Anne Kirlis and Cindy Francisco.

Review of Log 300:

Four claims have been filed to date for the calendar year. It was noted that three injuries were a result of strains.

Review of 2003 Vehicle Accidents:

There have been four vehicle accidents reported to date for the calendar year.

Emergency Plans/Shelter in Place Procedures

The Headquarters building's Emergency Plan is posted on the EPA Net and on ARB's Safety Page. Emergency Plans for all other building are currently being updated. Each Emergency Plan will have Shelter in Place Procedures within their plan.

Power Outages

On May 30 there was a power outage on Friday, May 30 which affected all of the buildings in Sacramento. Concerns were raised about several rooms that went completely dark.

Headquarters Building April Evacuation/Relocation Drill Debriefings

Debriefings have begun and will continue through next week. Some of the main concerns were ARB staff and others who used the elevators while the building was in alarm and staff who waited to hear the PA announcement before evacuating. The next drill is scheduled for October 2003 and will be a full-building evacuation. Cindy Castronovo offered staff from her facility to be observers during that drill.

Annual Safety Inspections

Safety inspections for all buildings will be scheduled soon.

Fire/Life Safety Training

Fire/Life Safety Training on the Headquarters building is scheduled for August 4, October 6, and December 1. Cindy will ask that Thomas Properties schedule a session not on a Monday.

The Next Meeting:

Thursday, September 18 from 1:30 to 2:30 at the Headquarters Building, 1001 I Street, Conference Room 550.